
TIGARD CITY COUNCIL
MEETING

MAY 18, 2004 6:30 p.m.

TIGARD CITY HALL
13125 SW HALL BLVD
TIGARD, OR 97223



PUBLIC NOTICE:

Assistive Listening Devices are available for persons with impaired hearing and should be scheduled for Council meetings by noon on the Monday prior to the Council meeting. Please call 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

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- Qualified bilingual interpreters.

Since these services must be scheduled with outside service providers, it is important to allow as much lead-time as possible. Please notify the City of your need by 5:00 p.m. on the Thursday preceding the meeting date by calling: 503-639-4171, ext. 2410 (voice) or 503-684-2772 (TDD - Telecommunications Devices for the Deaf).

SEE ATTACHED AGENDA

A G E N D A
TIGARD CITY COUNCIL WORKSHOP MEETING
MAY 18, 2004

6:30 PM

1. **WORKSHOP MEETING**
 - 1.1 Call to Order - City Council
 - 1.2 Roll Call
 - 1.3 Pledge of Allegiance
 - 1.4 Council Communications & Liaison Reports
 - 1.5 Call to Council and Staff for Non Agenda Items

2. **REVIEW OF BULL MOUNTAIN ANNEXATION PLAN**
 - Staff Report: Community Development Staff

3. **REPORT ON RESOURCE CITIES EXCHANGE PROGRAM – SAMARINDA AND BALIKPAPAN, INDONESIA**
 - Staff Report: Administration and Finance Staff

4. **DISCUSS STREET NAMING PROCESS AND POLICY**
 - Staff Report: Engineering Staff

5. **UPDATE ON STATUS OF THE WALNUT STREET IMPROVEMENT PROJECT AND PRESENT PROPOSED CLOSURE OF WALNUT LANE AT ITS INTERSECTION WITH WALNUT STREET**
 - Staff Report: Engineering Staff

6. **DISCUSS METHODOLOGY APPROACH FOR LONG-RANGE PLANNING FEES**
 - Staff Report: Community Development Staff

7. **COUNCIL LIAISON REPORTS**

8. **NON-AGENDA ITEMS**

9. **EXECUTIVE SESSION:** The Tigard City Council may go into Executive Session. If an Executive Session is called to order, the appropriate ORS citation will be announced identifying the applicable statute. All discussions are confidential and those present may disclose nothing from the Session. Representatives of the news media are allowed to attend Executive Sessions, as provided by ORS 192.660(4), but must not disclose any information discussed. No Executive Session may be held for the purpose of taking any final action or making any final decision. Executive Sessions are closed to the public.

10. ADJOURNMENT

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AGENDA ITEM # 2
FOR AGENDA OF May 18, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Review of Bull Mountain Annexation Plan

PREPARED BY: Jim Hendryx DEPT HEAD OK [Signature] CITY MGR OK [Signature]

ISSUE BEFORE THE COUNCIL

Informational session to review the Bull Mountain Annexation Plan criteria, legal requirements and land use hearing process.

STAFF RECOMMENDATION

That Council use this session as an opportunity to refresh their knowledge of the annexation plan and process. No action requested.

INFORMATION SUMMARY

The City of Tigard is proposing to annex the Bull Mountain area through the annexation plan process. State law ORS 195.205 allows the City to annex territory within an urban growth boundary (UGB) pursuant to a detailed annexation plan, subject to voter approval. First, however, the City must hold two hearings: 1) a land use hearing on the annexation plan, and if the plan is approved, 2) a public hearing to approve the ballot title, thereby placing the issue on the ballot.

The City Council held a public hearing on the Bull Mountain Annexation Plan in December, but determined that additional time was needed to work with Washington County and the public. At its December 16, 2003, meeting, the Council considered and unanimously adopted a resolution directing staff to schedule an annexation plan public hearing in July 2004 and to consider placing the measure on the November 2004 ballot.

At the April 20, 2004, work session, Council reviewed the schedule for a July 27 land use hearing. This May 18 work session is designed to review the Annexation Plan criteria, legal requirements and land use hearing process prior to the hearing. It provides City Council with the opportunity to refresh its knowledge and clarify any questions regarding the plan, process and criteria.

This work session will not address the white papers currently being developed by the Bull Mountain task forces. At its December 16, 2003, meeting, the Council directed the formation of these task forces to provide additional time for public discussion and understanding of key impacts from annexation. The four task forces are police, roads, parks and open spaces, and planning, and they are developing white papers based on their meetings. This is a separate process from the land use hearing, and the white papers will be addressed by the Council at its June 22nd meeting.

OTHER ALTERNATIVES CONSIDERED

Not applicable.

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

Growth and Growth Management, Goal #2 – Urban services are provided to all citizens within Tigard's urban growth boundary and recipients of services pay their share.

ATTACHMENT LIST

N/A

FISCAL NOTES

N/A

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Report on Resource Cities Exchange Program – Samarinda and Balikpapan, Indonesia

PREPARED BY: [Signature] DEPT HEAD OK [Signature] CITY MGR OK [Signature]

ISSUE BEFORE THE COUNCIL

Council will hear a review of the City's Resource Cities Exchange program with Samarinda, Indonesia, completed in 2003, and the program extension that now includes both Samarinda and Balikpapan, Indonesia.

STAFF RECOMMENDATION

Staff recommends that Council hear an update on the City's Resource Cities Exchange Program focused on past achievements as well as the work program for the coming 15 months.

INFORMATION SUMMARY

Since 2002, Tigard has participated in the USAID-funded Resource Cities Program, assisting local governments in Indonesia in strengthening municipal management and encouraging participation by citizens. The initial 18-month exchange with Samarinda, Kalimantan Timur, ended successfully in late 2003. In December 2003, Tigard and Samarinda applied for and were awarded an extension for up to two years. Along with the extension, a second Indonesian city, Balikpapan, was added to the exchange. In March, Craig Prosser and Bill Monahan took part in the initial exchange of the three-city program. The result of the exchange was the development of a Memorandum of Understanding and a Prioritization of a 2-Year Action Plan, or work plan.

During the workshop meeting, Council will be presented with an overview of the program achievements to date and a preview of the activities to take place in the coming two years.

OTHER ALTERNATIVES CONSIDERED

N/A

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

1. December 4, 2003, Extension Request
2. Memorandum of Understanding
3. Prioritization of 2-Year Action Plan
4. Resource Cities Program Working Agenda

FISCAL NOTES

The program is funded by USAID.

December 4, 2003

Building Institutions for Good Governance
Carol Bartl, Program Manager
Graha Iskandarsyah 5th Floor
Jl. Iskandarsyah Raya No. 66 C, Kebayoran Baru
Jakarta Selatan 12160 – Indonesia

Re: Extension request – City of Tigard, Oregon and Samarinda, Indonesia

Dear Carol,

Thank you for the opportunity to apply for a two-year extension to the Resource Cities Program. Tigard would be honored to have the opportunity to continue to work with ICMA and the City of Samarinda.

Over the past 20-plus months, a unique four-party partnership took place that benefited Tigard, Samarinda, Washington County, and Kutai. We would like to continue the partnership with Samarinda for the next two years. The results of our initial efforts have been impressive, continuation will allow us to strengthen the positive results of the program so that the improvements made will truly become institutions for good governance.

Our successes have been founded on developing expertise on citizen involvement, mediation skills, accounting and budgeting, and assessment of environmental needs – waste, recycling and natural resources. Development of professionalism of the key personnel for Samarinda and Kutai who have participated has been impressive. During the most recent Tigard visit to Samarinda, we were struck by the fact that so many of the suggestions and examples of good governance that we have suggested over the past 20 months have been implemented and/or are being discussed with conviction.

For example, we have consistently stressed the need for bringing environmental education and awareness to children in the earliest levels of education. Providing children with new ideas which they can carry forth through their educational careers has unlimited potential. Many examples exist in the U.S. – recycling, anti-smoking, appreciation of nature – trees, rain forests, streams – which can be demonstrated in Samarinda. During our recent trip, we consistently heard Samarinda officials stress their agreement and commitment to devote resources to early education. We saw evidence that they are carrying out their commitment with action.

Over the next two years, together we would work on increasing citizen involvement, focused on improving the health and environmental capabilities of the Samarinda community. Our earlier partnership has allowed us to gain knowledge of history, facilities, personnel, and opportunities. We have developed strong working relationships and personal friendships. Our mutual respect is evident and our commitment to future success extremely strong.

We would be honored to have the opportunity to continue our successful relationships enhancing the capabilities of Samarinda while strengthening each of our management teams. The benefits we have each gained to date have been far beyond our expectations from when we first met in February 2002. We hope to continue our excellent record of success.

Sincerely,

William A. Monahan
City Manager

ICMA/USAID INTERNATIONAL RESOURCE CITIES PROGRAM
PROGRAM EXTENSION REQUEST
DECEMBER 5, 2003
CITY OF TIGARD, OREGON, USA & CITY OF SAMARINDA, INDONESIA

BACKGROUND

In February 2002, the cities of Samarinda, East Kalimantan and Tigard, Oregon signed a partnership agreement and developed a work plan designed to assist Samarinda with some of the critical issues they faced. The goals (which are bulleted and *results* of this partnership are highlighted below:

- **Develop an improved citizen participation process based on communication between the citizens and city staff using more effective means.**
 - ↳ Educate all city staff on present city vision and how to involve the citizens in the evaluation and update of the vision.

Results: During the partnership efforts, Samarinda and Tigard determined it would be more beneficial to adjust the focus of this goal to address water related issues rather than the city vision. The water and wastewater systems needs became a major focus. Among the topics discussed were: maintenance, planning & funding; addressing water loss; prioritization for equipment replacement; possible American Water Works Association (AWWA) partnership; and recreational opportunities in the water shed area.

Other than water, a city budget committee was formed comprised of citizens and council members to provide a process for two-way communication with citizens.
 - ↳ Train key management staff in all city departments in effective dispute resolution and communication techniques.

Results: Samarinda staff was trained to effectively communicate with others (staff members, citizens and councilors) and they demonstrated an understanding of the benefits of improved citizen participation, learned how to communicate more effectively and developed a better method to determine how and when to best involve citizens in a process.

People of influence in the Samarinda governing system (Rusman Ya'qub and Soeyitno Soedirman) spent one week participating stateside in intensive training to develop mediation skills with some emphasis in training the trainer. This is an area that needs more work, but to-date has been very effective.
 - ↳ Using the vision as a starting point, initiate a program where city employees meet with the public and facilitate communication on the vision and how it will be evaluated and updated.

Results: Samarinda staff was trained to effectively communicate with others though the focus of the discussions was not vision but that of water, city budgeting and solid waste recycling.
 - ↳ Develop and adopt a citizen involvement process for all city departments which calls for obtaining input on projects and plans, reporting issues, plans and successes and reports back to the public at least annually through the budget process on department performance.

Results: Samarinda staff was trained to effectively communicate with others and a council/citizen budget committee process was developed as a way to initially develop stronger skills in this area. Ali Fitri Noor, Samarinda's Finance Director, worked with Tigard in developing measurable and useful performance measures for inclusion in the annual budgets.
- **Develop an in-house training program to improve Samarinda accounting practices with emphasis on double-entry accounting.**
 - ↳ Train Samarinda accounting staff in best accounting practices with a focus on double-entry accounting.

Results: Samarinda provided English-enhancement training for their accounting staff and Tigard provided "train the trainer" programs and double entry accounting information. Samarinda staff presented the in-house training to their accounting staff with Tigard assistance on-site. This was highly successful with Samarinda then taking the lead regionally to train other cities. Other areas of change were: digital spread sheets were introduced to Samarinda to assist with reconciliation processes; between a bank in the US and one in Indonesia software was provided to Samarinda to better develop financial reporting information.

- ↳ Develop a catalog of all possible revenue sources that may be available for use in Samarinda. Provide training and discussion to assist Samarinda staff in selecting an option or options that would work best in Samarinda. Assist Samarinda staff in developing a work plan for the adoption of the chosen option or options.

Results: A catalog of possible revenue sources was not developed. However, a variety of Government Finance Officers Association (GFOA) and International City/County Managers Association (ICMA) documents were provided to Kutai by Washington County, Oregon with the understanding they would translate them there and then provide a copy to Samarinda. Samarinda has not received this yet. Tigard did, however, assist & train Faturrahman Alhinduan, Director of Water Supply Institution in Samarinda, Muhammad Salli, Secretary of Samarinda, and Fauzi Jailani, Council Member in rate development methodologies and implementation strategies, investor-owned utility structure/finance, as well as specific rate methodologies for a water utility. Primary and secondary school curriculum on water conservation was also provided for Samarinda school teachers.

- **Create a solid waste recycling program and initiate education of the community on the benefits and practices of recycling.**

- ↳ Design a recycling program aimed at household customers of the Sanitation Department as well as businesses and non-profits.

Results: Samarinda staff was trained in the concepts of Tigard's recycling, solid waste collection and transportation operations. During citizen involvement training sessions, education of children in the elementary grades was stressed as a way to provide a basis for cultural education/change. After those training sessions, this goal was modified by Samarinda and Tigard to focus on recycling training and education through the school system. During 2002-03, a new requirement was instituted by Samarinda to require recycling training in the schools. Tigard and Washington County provided samples of grade-specific curriculum for Samarinda to use in developing their program. There was also discussion about recycling education in the school system being important not only for solid waste but for water quality (tied to the partnership exchange with State of Oregon to cleanup the Mahakam River), saving the Orangutan, and other environmental efforts in East Kalimantan.

- ↳ Initiate the recycling program citywide.

Results: Samarinda staff was trained in the concepts of Tigard's recycling, solid waste collection and transportation operations. After the initial training, Samarinda determined they were more interested in continuing the efforts with education of the children to achieve a long-term cultural change rather than starting a formal or required recycling program at this time.

- **Items outside the Partnership program that were accomplished through the 18-month relationship.**

- ↳ Application of performance budgeting.

Results: Samarinda received training and printed materials about performance budgeting. A short list of best management practices was discussed and Samarinda is looking to implement these budget strategies.

Phase II Partnership Application

The Cities of Samarinda, East Kalimantan and Tigard, Oregon would like to extend their Indonesian – U.S. Partnership to further develop efforts in citizen involvement, recycling, water conservation education and water system management and operations.

Leadership

The members of the Tigard City Council demonstrated their commitment and willingness to participate in the program with adoption of a resolution on December 2, 2003. A copy is attached. In addition, Council President Craig Dirksen has indicated that he is interested in participating in a delegation to Samarinda. Councilor Dirksen participated as a citizen facilitator and member of the Tigard Budget Committee before he was elected to the Tigard City Council. His background and expertise would be useful in continuing the training of Samarinda Council and citizens in citizen involvement techniques.

The Mayor and citizens of Samarinda and the Samarinda Council have a very high commitment and willingness to participate in the program and are ready to allocate their budget for the success of the program. The Mayor and Council members have demonstrated this commitment during the past twenty months through their participation in training and events in Samarinda and as delegates to Tigard.

Management

As in Phase I of the Samarinda/Tigard partnership, the City of Tigard will provide the best technical, professional resources available to work with Samarinda's elected officials and staff. In some cases, they will come from other agencies such as the City of Beaverton's Dispute Resolution Center for mediation training and Murray Smith and Associates (MSA) for water system development. Both have generously contributed their resources to the initial program. In fact, MSA's principal, Phil Smith, donated seven business days to the most recent exchange. His business partner, David Liebrandt, is enthusiastic about being part of a future delegation to Samarinda. David has taken part in training of Samarinda officials during the latest delegation to Tigard.

Mike Miliucci, Director of the Beaverton Dispute Resolution Center, is equally enthusiastic about contributing as part of a delegation to Samarinda. Mike and his staff provided a full week of training to Samarinda officials in June 2003 and would assist in training a larger group of officials in Samarinda.

Other Tigard officials who have participated in the past will again be available to assist. The list of officials includes the City Manager, Assistant to the City Manager, Finance Director, Public Works Director, Assistant Public Works Director, Financial Operations Manager, and Senior Management Analyst.

Also as in Phase II, the overall partnership would be managed for Tigard by the City Manager, William Monahan with various components managed by department directors and management staff.

Vision

The City of Samarinda faces a number of critical issues including water system management and a need for effective citizen participation programs to provide for two way communication in the decision making process. The focus for the next phase of the partnership would be to take on one major issue facing Samarinda – water management and operation and to further develop citizen participation programs to equip Samarinda's citizens, elected officials and staff to work together to resolve critical issues in the future.

In addition, Samarinda recognizes the importance of the watershed of the Mahakam River. Tigard is interested in helping to facilitate meetings of local governments that impact the Mahakam. To assist in this effort, Tigard will enlist the assistance of Clean Water Services (CWS), the Washington County based wastewater and storm water public utility that is protecting water resources in Oregon's Tualatin River Watershed. CWS is known for innovative storm water, flood management projects, water quality, stream enhancement projects, and fish habitat protection. CWS has won national awards for communication efforts to educate citizens on how the community's investment in the Tualatin River has paid off for a healthier river and cleaner water. A recent award-winning video demonstrated how the Tualatin River is managed today to protect the water resource needs of the growing community. The City of Tigard is an active participant in CWS's programs and is featured in the award-winning video.

In summary, Samarinda's vision of a cleaner source of drinking water from the Mahakam River certainly can become a reality. Tigard and its local resource partners (MSA and CWS) can contribute to the effort bringing demonstrated expertise and results.

Community

In the prior exchange, the Samarinda community participated in development of Samarinda's plan for five years. The planning process was adopted from Kabupaten to the City of Samarinda. In the budgeting process, there was community involvement through the legislative body in what Samarinda called the public consultation process. In development projects in Samarinda, legislative members together with the executive body, go to the public and gain some opinions and information from the local community about the implementation of these projects that are taking place in their area.

To improve the community participation, the local government established many working groups or forums to intensify the participation process from the community and other stakeholders that focus on particular areas (e.g., Water Forum, Working Group of Mahakam River, etc.)

In Tigard, other community organizations have participated. In Phase I of the partnership the City of Beaverton Dispute Resolution Center staff provided several days of mediation training. The Center has served Tigard for several years as its neighborhood community mediation program. The Samarinda delegations made presentations to two local Rotary clubs. Staff from the Tigard-Tualatin School District provided training to delegates on curriculum development. Delegations from Samarinda also toured the Clean Water Services sewerage treatment facilities, the Pride Disposal recycling center and the Joint Water Commission's water treatment facilities and dam.

Citizen Participation

In Phase II of the partnership, the City of Tigard proposes to expand the citizen participation training for Samarinda to include more staff and elected officials in mediation and dispute resolution training by the City of Beaverton Dispute Resolution Center staff and Council President Dirksen. In addition, the City of Tigard proposes training to expand the education provided to school children on water conservation, recycling, mediation and participation in a democracy.

No Significant Barrier

There are no foreseen trends or issues that will distract either Samarinda or Tigard from optimal participation in the program. Both cities have a record of adapting schedules or program components to maximize availability, interests and skills of specific participants.

Sector of Technical Interest

The areas that Samarinda and Tigard wish to cooperate in for Phase II are water management, education and citizen participation. The City of Samarinda is in need of a watershed management plan as a step toward ensuring clean safe drinking water is available to citizens. The City of Tigard would bring qualified professionals together to work on a plan with Samarinda staff and citizens. This commitment includes bringing outside professionals from the City of Beaverton, Clean Water Services, and Murray Smith and Associates, among others.

The education component, as noted earlier, would focus on teaching young school children about water conservation, recycling and citizen participation in a democratic government. The citizen participation efforts would be expanded to include more Samarinda staff and some residents in dispute resolution and mediation training to provide skills for the community to participate in decision making on current and future critical issues.

Communication between Partners and ICMA

The Cities of Samarinda and Tigard have a record of preparing quality information and delivering it on time in Phase I. In addition, regular communication has and will take place.

English language and electronic communication capabilities

Many staff members of Samarinda speak English and have experience qualifying and preparing them for training. The City of Samarinda has a website and access to e-mail for staff.

All Tigard staff and agency partners speak English and have daily access to e-mail. During Phase I, several Tigard staff answered questions and provided support to Samarinda staff through email.

Demonstratable results

The results from activities undertaken during Phase I of the program are summarized in the Background Section of this response.

Level of contribution in the past; in kind commitment in the future

During Phase I of the exchange City of Tigard staff and agency partners contributed almost 1,030 hours with Samarinda delegations in Tigard. Tigard staff and consultants contributed over 600 hours in Samarinda. Samarinda staff contributed at least a similar amount of hours both in Indonesia and Tigard.

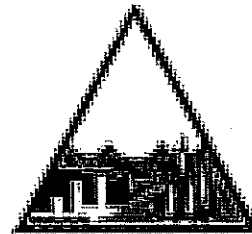
Diversity

We have been advised that we don not need to respond.

Submitted by:

William A. Monahan, City Manager
City of Tigard, Oregon

Disk 1 - Phase II Letter of Request



NOTA KESEPAHAMAN

PEMERINTAH KOTA SAMARINDA,
KALIMANTAN TIMUR, INDONESIA

dan

PEMERINTAH KOTA BALIKPAPAN,
KALIMANTAN TIMUR, INDONESIA

dan

PEMERINTAH KOTA TIGARD, OREGON, USA

dan

INTERNATIONAL CITY/COUNTY MANAGEMENT
ASSOCIATION

tentang

PROGRAM KEMITRAAN KOTA

MEMORANDUM OF UNDERSTANDING

GOVERNMENT of the City of SAMARINDA,
EAST KALIMANTAN, INDONESIA

and

GOVERNMENT of the City of BALIKPAPAN, EAST
KALIMANTAN, INDONESIA

and

the City of TIGARD, OREGON, USA,

and

INTERNATIONAL CITY/COUNTY MANAGEMENT
ASSOCIATION

for the

RESOURCE CITIES PROGRAM

Pada hari ini Jumat, tanggal 5 (lima), bulan Maret tahun 2004 bertempat di Kota Samarinda, kami yang bertanda tangan di bawah ini:

1. **H. ACHMAD AMINS:** Walikota Samarinda dalam hal ini bertindak untuk dan atas nama Pemerintah Kota Samarinda.
2. **H. IMDAAD HAMID:** Walikota Balikpapan, dalam hal ini bertindak untuk dan atas nama Pemerintah Kota Balikpapan
3. **WILLIAM MONAHAN:** City Manager, dalam hal ini mewakili, bertindak untuk dan atas nama Pemerintah Kota Tigard,
4. **CAROL BARTL:** Program Manager Program Kemitraan Kota, dalam hal ini mewakili, bertindak untuk dan atas nama, The International City/County Management Association (ICMA), Indonesia.

BERSEPAKAT:

1. Bahwa Program Kemitraan Kota yang diselenggarakan oleh the International City/County Management Association (ICMA), adalah atas bantuan biaya dari the United States Agency for International Development (USAID).
2. Bahwa tujuan Program Kemitraan Kota adalah untuk membantu pemerintah daerah dalam meningkatkan kemampuan manajemen kota, meningkatkan kemampuan pelayanan masyarakat, dan mendorong partisipasi warga

On Friday, 5th (the fifth) day of March 2004 in Samarinda, we:

1. **H. ACHMAD AMINS:** Mayor of Samarinda, acting on behalf of the City of Samarinda,
2. **H. IMDAAD HAMID:** Mayor of Balikpapan, acting on behalf of the City of Balikpapan,
3. **WILLIAM MONAHAN:** City Manager, acting on behalf of the City of Tigard,
4. **CAROL BARTL:** Program Manager, acting on behalf of Resource Cities Program, The International City/County Management Association (ICMA), Indonesia.

AGREED:

1. The Resource Cities Program is sponsored by the International City/County Management Association (ICMA), funded by the United States Agency for International Development (USAID).
2. The goals of the Resource Cities Program are to assist local governments in strengthening municipal management, improving public service delivery, and encouraging democratic participation by their citizens.

kota secara demokratis.

3. Bahwa Pemerintah Kota Samarinda, Kota Balikpapan dan Kota Tigard telah sepakat untuk menjadi Kota-Kota Mitra di antara sesamanya dalam 18 (delapanbelas) bulan sejak ditanda-tanganinya naskah ini, khususnya dalam pengelolaan kota untuk bidang-bidang teknis Pengelolaan Air, Pendidikan, dan Partisipasi Warga.
4. Bahwa Pemerintah Kota Samarinda, Kota Balikpapan, dan Kota Tigard telah mengembangkan suatu Rencana Kerja teknis untuk kegiatan-kegiatan pengelolaan kota yang akan diterapkan melalui upaya kerjasama diantara kota-kota mitra ini.
5. Bahwa Pemerintah Kota Samarinda, Kota Balikpapan dan Kota Tigard sebagai kota-kota mitra juga telah mengikutsertakan dan mendorong kerjasama secara luas di antara berbagai kalangan masyarakat dan warga kota melalui hubungan kemitraan ini, termasuk diantaranya lembaga pendidikan, lembaga swadaya masyarakat, kalangan pemerintah maupun swasta lain dalam masyarakat untuk turut berpartisipasi, termasuk diantaranya partisipasi dalam Konperensi Nasional ICMA tentang Praktek-Praktek Inovatif, dan penyelenggaraan Seminar Lokal tentang Praktek-Praktek Terbaik di Kalimantan Timur.
6. Bahwa Pemerintah Kota Samarinda, Kota Balikpapan, dan Kota Tigard telah sepakat untuk melanjutkan kerjasama Kemitraan Kota-Kota setelah dukungan USAID/ICMA berakhir, yaitu untuk membangun hubungan yang berkelanjutan di antara warga masyarakat kota-kota tersebut.
7. Apabila terjadi suatu keadaan di luar kekuasaan para pihak atau force majeure yang mengakibatkan kerugian pada salah satu pihak atau lebih, maka semua pihak dengan itikad baik dan demi tercapainya maksud dan tujuan yang disebutkan di atas, telah bersepakat untuk

3. Whereas, the City of Samarinda and the City of Balikpapan and the City of Tigard have agreed to serve as Resource Cities within 18 (eighteen) months of signing this document, specifically in the technical municipal management areas of Water Management, Education and Citizen Participation.
4. Whereas, the City of Samarinda and the City of Balikpapan and the City of Tigard have resolved to develop a technical Action Plan for specific municipal management projects to be implemented through the cooperative effort between the cities.
5. Whereas, the City of Samarinda and the City of Balikpapan and the City of Tigard as Resource Cities have resolved to include and encourage links between a wide spectrum of citizens and community members through this partnership, including educational institutions, non-governmental organizations (NGOs), and other public and private sectors of the communities, including participation in ICMA's National Innovative Practices Conference and sponsoring a Best Practices Seminar to be held at a local venue in East Kalimantan.
6. Whereas, the City of Samarinda the City of Balikpapan and the City of Tigard have committed to continuing their Resource Cities partnership beyond the period of USAID/ICMA support, to form a sustainable link between their communities
7. In the situation that one of the parties may be negatively affected by force majeure, then by good will, the parties shall seek a solution in order to maintain the aforementioned goals and objectives of this agreement.

menyelesaikannya secara musyawarah untuk mencapai mufakat.

8. Hal-hal yang tidak atau belum diatur dalam naskah ini dan yang dianggap penting, akan ditetapkan secara tersendiri atas persetujuan semua pihak. Naskah ini berikut Rencana Kerja yang disusun merupakan bagian yang tak terpisahkan dalam seluruh kesepahaman di antara semua pihak.
9. Masing-masing pihak berhak untuk membatalkan partisipasinya dalam kesepakatan ini dengan alasan tertentu melalui pemberitahuan tertulis kepada pihak-pihak yang lain. USAID, atas pertimbangannya sendiri, jika menganggap bantuan yang diberikan tidak mendapatkan hasil yang efektif, dapat mengurangi, menunda atau menghentikan segala bentuk bantuannya. Selanjutnya, bila USAID tidak lagi mampu memberikan bantuannya, meskipun program berjalan efektif atau tidak, maka USAID atas pertimbangannya sendiri dapat mengurangi, menunda, atau menghentikan bantuannya.

Demikian kesepahaman ini dibuat dan ditandatangani para pihak di Samarinda pada hari dan tanggal tersebut di atas, dibuat dalam rangkap 4 (empat), yang masing-masing mempunyai kekuatan hukum yang sama.

8. Anything that has not been addressed in this MOU but is deemed important will be appended to this agreement and signed by all parties. This MOU and the referenced Action Plan that will be attached shall together constitute the entire agreement between parties.

9. Each party reserves the right to cancel its participation in this agreement for any reason at any time upon written notice to the other parties. At the discretion of USAID, if upon review of the results of the assistance, whereby USAID in its sole opinion believes that further assistance is likely to be ineffective, may reduce, suspend or terminate any and all further assistance. Further, if USAID is unable to commit further resources to fund assistance, whether likely to be effective or not, USAID may, as its sole discretion, reduce, suspend, or terminate any and all further assistance.

In witness whereof, the parties hereto have hereunto set their hands and seals on this Memorandum of Understanding in Samarinda as of aforementioned day and date, in 4 (four) copies and are all valid and have the same legal acknowledgments.

WALIKOTA
SAMARINDA

WALIKOTA
BALIKPAPAN

H. ACHMAD AMINS

H. IMDAAD HAMID

CITY MANAGER
TIGARD

PROGRAM MANAGER
ICMA Resource Cities Program

WILLIAM MONAHAN

CAROL BARTL

PRIORITIZATION of 2-YEAR ACTION PLAN
PRIORITAS RENCANA KEGIATAN 2 TAHUN
Samarinda-Balikpapan-Tigard

EDUCATION for Elementary Schools
Pendidikan untuk sekolah dasar.

Priority	Bahasa Inggris	Bahasa Indonesia
(1)	<ul style="list-style-type: none"> Environmental Education Training for teachers 	<ul style="list-style-type: none"> Pelatihan Pendidikan Lingkungan untuk para guru
(2)	<ul style="list-style-type: none"> Environmental Education Application/practices for environmental "lessons" for the city 	<ul style="list-style-type: none"> Praktek-praktek / aplikasi tentang mata pelajaran lingkungan di kota.
(3)	<ul style="list-style-type: none"> Education Management: teaching methods, formulating curriculum, student discipline 	<ul style="list-style-type: none"> Pengelolaan sekolah: metode mengajar, penyusunan kurikulum, penerapan disiplin pada siswa
(4)	<ul style="list-style-type: none"> English as a second language 	<ul style="list-style-type: none"> Pengajaran bahasa Inggris
(5)	<ul style="list-style-type: none"> Virtual "sister" classes 	<ul style="list-style-type: none"> Kelas Mitra secara virtual (melalui internet)
(6)	<ul style="list-style-type: none"> Curriculum studies 	<ul style="list-style-type: none"> Kajian tentang kurikulum lingkungan

WATER MANAGEMENT / pengelolaan air.

Priority	Bahasa Inggris	Bahasa Indonesia
(1)	<ul style="list-style-type: none"> Distribution: How to operate distribution system; leakage management 	<ul style="list-style-type: none"> Distribusi: bagaimana sistem distribusi dioperasikan; pengelolaan kebocoran.
(2)	<ul style="list-style-type: none"> Flood Management: manage water control basins; manage vegetation to retain & treat water 	<ul style="list-style-type: none"> Pengelolaan banjir: pengaturan kolam pengendali banjir, pengelolaan vegetasi untuk penyerapan air dan pencegah banjir.
(3)	<ul style="list-style-type: none"> Waste Water Management: household sewage; community education in sewage issues 	<ul style="list-style-type: none"> Pengelolaan air limbah: air kotor rumah-tangga, pendidikan masyarakat tentang air kotor dan limbah.
(4)	<ul style="list-style-type: none"> Production: improvement/efficiency and water conservation 	<ul style="list-style-type: none"> Produksi: peningkatan efisiensi dan perbaikan sistem, cadangan sumber air.
(5)	<ul style="list-style-type: none"> Building citizen support for the water system 	<ul style="list-style-type: none"> Menggalang dukungan masyarakat untuk sistem pengelolaan air.

CITIZEN PARTICIPATION / partisipasi warga

Priority	Bahasa Inggris	Bahasa Indonesia
(1)	<ul style="list-style-type: none"> Building citizen support for rate increases Mediation Citizen involvement for maintaining city cleanliness Citizen involvement in budget formulation at Development Forum (April) 	<ul style="list-style-type: none"> Menggalang dukungan masyarakat untuk kenaikan tarif. Mediasi / mencari jalan tengah Keterlibatan warga untuk pemeliharaan kebersihan kota. Keterlibatan warga dalam penyusunan anggaran melalui Forum Pembangunan (April).

**FULL LIST of 2-YEAR ACTION PLAN
RECANA KEGIATAN PENUH 2 TAHUN
Samarinda-Balikpapan-Tigard**

EDUCATION for Elementary Schools / Pendidikan untuk sekolah dasar.

Bahasa Inggris	Bahasa Indonesia
<ul style="list-style-type: none"> Environmental Education Application/practices for environmental "lessons" for the city 	<ul style="list-style-type: none"> Praktek-praktek / aplikasi tentang mata pelajaran lingkungan di kota.
<ul style="list-style-type: none"> Curriculum studies 	<ul style="list-style-type: none"> Kajian tentang kurikulum lingkungan
<ul style="list-style-type: none"> Environmental Education Training for teachers 	<ul style="list-style-type: none"> Pelatihan Pendidikan Lingkungan untuk para guru
<ul style="list-style-type: none"> Virtual "sister" classes 	<ul style="list-style-type: none"> Kelas Mitra secara virtual (melalui internet)
<ul style="list-style-type: none"> School Management: teaching methods, formulating curriculum, student discipline 	<ul style="list-style-type: none"> Pengelolaan sekolah: metode mengajar, penyusunan kurikulum, penerapan disiplin pada siswa.
<ul style="list-style-type: none"> English as a second language 	<ul style="list-style-type: none"> Pengajaran bahasa Inggris

WATER MANAGEMENT /pengelolaan air.

Bahasa Inggris	Bahasa Indonesia
Production:	Produksi:
<ul style="list-style-type: none"> Finding water 	<ul style="list-style-type: none"> Menemukan sumber air baku
<ul style="list-style-type: none"> Quality of water 	<ul style="list-style-type: none"> Pengelolaan kualitas air
<ul style="list-style-type: none"> Improvement/efficiency 	<ul style="list-style-type: none"> Peningkatan efisiensi sistem yang ada
<ul style="list-style-type: none"> Water conservation 	<ul style="list-style-type: none"> Cadangan sumber air baku
<ul style="list-style-type: none"> Water supply 	<ul style="list-style-type: none"> Penyediaan / penyaluran air baku
Distribution	Distribusi
<ul style="list-style-type: none"> How to operate distribution system 	<ul style="list-style-type: none"> Bagaimana sistem distribusi dioperasikan
<ul style="list-style-type: none"> Leakage management 	<ul style="list-style-type: none"> Pendeteksian / pengelolaan kebocoran
<ul style="list-style-type: none"> Maintenance of pipes and meters 	<ul style="list-style-type: none"> Pemeliharaan pipa-pipa dan meteran
<ul style="list-style-type: none"> Maintenance of water supply 	<ul style="list-style-type: none"> Pemeliharaan pendistribusian air
Waste Water Management	Pengelolaan air limbah
<ul style="list-style-type: none"> Household Sewage 	<ul style="list-style-type: none"> Limbah air kotor rumah-tangga
<ul style="list-style-type: none"> General Management 	<ul style="list-style-type: none"> Pengelolaan air limbah
<ul style="list-style-type: none"> Community education on sewage 	<ul style="list-style-type: none"> Pendidikan kepada masyarakat tentang air limbah
Flood Management (WQF: Water Quality Facilities)	Pengendalian banjir (Sarana Kualitas Air, kolam pengendali banjir)
<ul style="list-style-type: none"> How to handle run-off 	<ul style="list-style-type: none"> Pengendalian air permukaan
<ul style="list-style-type: none"> Manage water control basins 	<ul style="list-style-type: none"> Pengelolaan kolam pengendali banjir
<ul style="list-style-type: none"> Manage vegetation to retain and treat water 	<ul style="list-style-type: none"> Pengelolaan vegetasi untuk penyerapan air dan pencegah banjir.
<ul style="list-style-type: none"> Watershed management 	<ul style="list-style-type: none"> Pengelolaan daerah resapan air
Tariffs:	Tarif:
<ul style="list-style-type: none"> Setting rates 	<ul style="list-style-type: none"> Penentuan / penyusunan tariff
<ul style="list-style-type: none"> Building citizen support for the water system 	<ul style="list-style-type: none"> Menggalang dukungan masyarakat untuk sistem pengelolaan air.
<ul style="list-style-type: none"> Systems development charges 	<ul style="list-style-type: none"> Pajak pembangunan untuk pengelolaan air limbah.

CITIZEN PARTICIPATION / partisipasi warga

Bahasa Inggris	Bahasa Indonesia
<ul style="list-style-type: none"> Building citizen support for rate increases 	<ul style="list-style-type: none"> Menggalang dukungan masyarakat untuk kenaikan tarif.
<ul style="list-style-type: none"> Mediation 	<ul style="list-style-type: none"> Mediasi / mencari jalan tengah
<ul style="list-style-type: none"> Citizen involvement for maintaining city cleanliness 	<ul style="list-style-type: none"> Keterlibatan warga untuk pemeliharaan kebersihan kota.
<ul style="list-style-type: none"> Citizen involvement in budget formulation at Development Forum (April) 	<ul style="list-style-type: none"> Keterlibatan warga dalam penyusunan anggaran melalui Forum Pembangunan (April).

**Resource Cities Program
Working Agenda**

Samarinda - Balikpapan - Tigard

TOPICS OF EXCHANGE	STAFF ATTENDANCE
<p style="text-align: center;">Exchange 1 in Balikpapan/Samarinda - February 2004</p> <p>2 delegates from Tigard</p> <p><u>Negotiation:</u></p> <ul style="list-style-type: none"> • Two-year work plan • Memorandum of Understanding 	
<p style="text-align: center;">Exchange 2 in Tigard - June 2004</p> <p>2 delegates from Samarinda, 2 delegates from Balikpapan</p> <p><u>Education:</u></p> <ul style="list-style-type: none"> • Environmental Education Training for teachers (1) • Environmental Education Application/practices for environmental "lessons" for the city (2) • Virtual "sister" classes (5) 	<p>Samarinda:</p> <ul style="list-style-type: none"> - 1 education person - 1 education person <p>Balikpapan:</p> <ul style="list-style-type: none"> - 1 Education Dept. official - 1 Principal of elementary school
<p style="text-align: center;">Exchange 3 in Balikpapan/Samarinda - August 2004</p> <p>3 delegates from Tigard</p> <p><u>Water Management:</u></p> <ul style="list-style-type: none"> • Distribution: How to operate distribution system; leakage management (1) • Flood Management: manage water control basins; manage vegetation to retain & treat water (2) • Waste Water Management: household sewage; community education in sewage issues (3) • Production: improvement/efficiency and water conservation (4) 	<p>Tigard:</p> <ul style="list-style-type: none"> - 1 Public Works Director (or assistant): focus on distribution - 1 Clean Water Svcs Rep.: focus on flood mngt. & waste water - 1 Rep. from Murry Smith Assoc.: focus on production improvement
<p style="text-align: center;">Exchange 4 in Tigard - December 2004 (first week)</p> <p>2 delegates from Samarinda, 2 delegates from Balikpapan</p> <p><u>Water Management:</u></p> <ul style="list-style-type: none"> • Distribution: How to operate distribution system; leakage management (1) • Flood Management: manage water control basins; manage vegetation to retain & treat water (2) 	<p>Samarinda:</p> <ul style="list-style-type: none"> - 1 Road & Irrigation Dept. person - 1 PDAM person <p>Balikpapan:</p> <ul style="list-style-type: none"> - 1 Public Works person - 1 PDAM person

<p align="center">Exchange 5 - in Indonesia</p> <p align="center">NATIONAL CONFERENCE February 2005</p>	
<p align="center">Exchange 6 in Balikpapan/Samarinda - May 2005 (keep 2 May in mind - Natl' Education Day)</p> <p>3 delegates from Tigard</p> <p><u>Education:</u></p> <ul style="list-style-type: none"> • Environmental Education Training for teachers (1) • Environmental Education Application/practices for environmental "lessons" for the city (2) • Education Management: teaching methods, formulating curriculum, student discipline (3) 	<p>Tigard: (3 of following)</p> <ul style="list-style-type: none"> - 1 School District Rep. - 1 Trainer for teachers - 1 Retired Principal - 1 Muslim Education Trust Rep. - 1 Librarian (specialized in citizen participation)
<p align="center">Exchange 7 in Tigard - August 2005</p> <p>2 delegates from Samarinda, 2 delegates from Balikpapan</p> <p><u>Citizen Participation:</u></p> <ul style="list-style-type: none"> • Building citizen support for rate increases • Mediation • Citizen involvement for maintaining city cleanliness • Citizen involvement in budget formulation at Development Forum (April) 	<p align="center">Mayor of Samarinda Mayor of Balikpapan</p>

AGENDA ITEM # 4
FOR AGENDA OF May 18, 2004

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE Discussion of Street Naming Process and Policy

PREPARED BY: A.P. Duenas DEPT HEAD OK A.P. Duenas CITY MGR OK W.A.R.

ISSUE BEFORE THE COUNCIL

Review and discussion of the street naming process and street naming policy that Council may wish to adopt for naming or renaming of streets in the future.

STAFF RECOMMENDATION

That City Council review the current street naming process, the various options that should be considered in establishing policy, and provide direction to staff on Council intent regarding future street naming or renaming.

INFORMATION SUMMARY

There has been interest expressed in naming streets after citizens. The naming of streets in new subdivisions has typically been the prerogative of the developer, subject to Tigard Municipal Code (TMC) 18.810.030.M, Street Names. This section of the code states that no street name shall be used which would duplicate or be confused with the names of existing streets in Washington County, except for extensions of existing streets. Street names and numbers shall conform to the established pattern in the surrounding area and as approved by the City Engineer.

The process for renaming of existing streets is as stated in Oregon Revised Statutes (ORS) 227.120, which describes the procedure and approval process for renaming streets. According to this procedure, the City Engineer recommends the renaming of an existing street, highway, or road (other than a county road or state highway) to City Council. Council must conduct a public hearing to consider the renaming of a street. Once the opportunity for a hearing has been afforded, City Council renames the street by ordinance, or rejects the renaming by resolution.

This agenda item introduces the issue of street naming/renaming to Council for discussion and establishment of Council intent. If the intent is to establish a street naming/renaming policy, staff can prepare a draft policy based on Council direction. If the intent is to name/rename one or more streets without establishing a policy, staff can explore that also based on Council direction.

A policy has already been established for the official naming of City parks, facilities and features within parks. Attached is Resolution No. 99-37, which established that policy. The policy can serve as an example in drafting a policy for naming of public streets.

There are many issues that could be considered in establishing a street naming/renaming policy. Some of the questions that should be addressed are the following:

- Who should the streets be named after?
- Who should be allowed to nominate a person for recognition with a street name?
- What criteria should be met by the person being honored?
- What streets should be considered for naming/renaming?
- What is the approval process and who gets to provide input?
- What costs are associated with a name change (existing streets)?

Attachment 1 lists the questions and provides some of the items under each question that could be considered in the discussion.

OTHER ALTERNATIVES CONSIDERED

None

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

Resolution No. 99-37 – A Resolution Establishing a Policy of the City Council on Placing Memorials in City Parks.

Attachment 1 – Street Naming/Renaming Questions and Potential Criteria

ORS 227.120 Procedure and approval for renaming streets

TMC18.810.030.M, Street Names

FISCAL NOTES

There is no cost involved at this time. However, a name change to an existing street will have cost implications that need to be determined on a case-by-case basis.

CITY OF TIGARD, OREGON

RESOLUTION NO. 99-37

A RESOLUTION ESTABLISHING A POLICY OF THE CITY COUNCIL ON PLACING MEMORIALS IN CITY PARKS.

WHEREAS, the Tigard City Council desires to have a policy for designating memorials within City park facilities, City-owned properties and with the naming of building and park properties; and

WHEREAS, the City Council recognizes that over the past several years, various park lands have been acquired by the City of Tigard and various facilities have been built at City parks and properties which could appropriately be named in memory of individuals who have provided service to the community; and

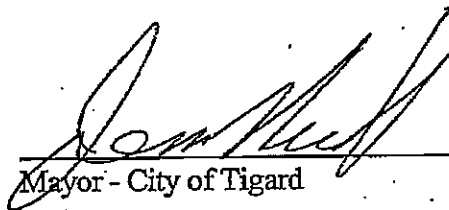
WHEREAS, in the past the City has named properties or facilities in memory of individuals without the benefit of an established City policy; and

WHEREAS, the Council wishes to have a formal policy to apply for official naming of City parks, facilities and features within parks.

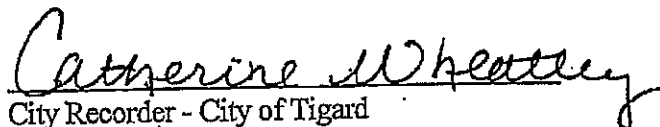
NOW, THEREFORE, BE IT RESOLVED by the Tigard City Council that:

SECTION 1: The City Council hereby adopts the Memorial Policy described in Exhibit "A" attached hereto.

PASSED: This 8th day of June 1999.


Mayor - City of Tigard

ATTEST:


Catherine Wheatley
City Recorder - City of Tigard

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EXHIBIT "A"

TIGARD MEMORIAL POLICY FOR NAMING CITY PARK FACILITIES; DISTINCT ELEMENTS WITHIN CITY-OWNED PROPERTIES, AND CITY BUILDINGS

PURPOSE:

To outline the policy, criteria and process for designating memorials within City park facilities, distinct elements within City-owned properties and naming of buildings and park properties.

BACKGROUND:

As the City adds parks, open spaces and public facilities by acquisition and donation, the City has found that there is a need for a process to honor individuals or groups by naming City parks, distinct elements within City-owned properties or City buildings and to place memorials to advise the public of the recognition. In addition, the City has been the recipient of bequests which have required that the City recognize the financial contributions by memorializing the gift in some way. Finally, in the past, the City has accepted as a term of purchase of park land a requirement that the City acquired property be developed into a park with a specified park name.

In order that the City Council and staff have guidelines to follow when considering requests that memorials be placed within City park facilities or that City parks or buildings be named after individuals, a policy should be in place.

POLICY:

Land, facilities and features within property owned by the City of Tigard will be named through an administrative process in accordance with established criteria that emphasize community identity and service to the community.

Criteria for naming City park facilities, distinct elements within City-owned properties, and City buildings:

1. Memorials within City park facilities – Memorials included within this category are memorials which would be placed on or near basic park amenities, such as benches, picnic tables, trees, shrubs and plaques. If the memorial meets park standards for construction and materials, the Parks Division will assume maintenance responsibility for the useful life of the memorial. Replacement of the memorial shall be at the discretion of the Parks Division staff. Interested parties must submit a written request to the Parks Division regarding the type of memorial, proposal occasion and significance of the memorial.

Parties interested in placing memorials shall be financially responsible for the purchase of the memorial. An extensive review process is not necessary for these types of memorials. These requests shall be handled administratively by the Parks Division to ensure that City standards are met. The Parks Division has the right to adjust the location of the proposed memorial. The Parks Division shall notify the City Council of any actions taken to accept and place new memorials within City parks.

The standards that the Parks Division will follow in regard to park memorials are:

- a) Benches – benches must be made of wood, contoured or flat-styled pedestal, outdoor benches unless an alternative material is approved by the Parks Division upon a finding that there are circumstances that exist that make it appropriate to use the alternative material. Any bench to be contributed as a memorial and to be placed within City park facilities shall be purchased through a Parks Division approved manufacturer. A brass plaque may be attached to the bench but shall be no larger than 2 ½ x 6 inches in size. Prior to purchasing any bench for display in City parks, an interested party must contact City staff and review the example of approved benches maintained by the City staff.

b) Trees – trees planted at City facilities as memorials must be at least 2 inches caliper, native to the area and fit into the existing landscape scheme of the park area or fit into the adopted plan for tree planting in that area.

c) Plaques – plaques may be placed in conjunction with a shrub or tree which are donated to the City as a memorial. Plaques shall not be placed as stand alone features. Plaques must be made of bronze and be no larger than 8 ½ x 11 inches in size. Plaques must be set in concrete, aggregate rock, or a boulder. City staff shall review the design of plaque and setting. Examples of the type of plaques approved by the City shall be made available by Parks staff.

2. Distinct elements within City-owned parks – Memorials can be placed at distinct elements of City-owned properties, such as shelters, sports fields, gardens, wetlands, tennis courts, rooms, fountains, ponds, paths, art, etc. Individuals interested in having a distinct element named in honor of an individual are required to submit a written request to the Tigard City Council regarding the particular type of amenity in which they are interested in sponsoring. Applications shall be made through the Parks Division.

Requests for such amenities may be made to honor an individual who has passed away or as an honorarium for someone who is living and has made a contribution to the City, either financially or through civic duty. Review of

such requests shall be made by the City Council. Council approval is needed. Guidelines regarding signage shall be adopted by Council based on recommendations made by the Parks Division.

The standards that the Parks Division will follow in regard to signage will be kept on record at the Public Works office. Examples of suitable signage will be available for public viewing.

3. Naming of buildings and park properties – City buildings and park properties may be named to honor individuals or groups. Interested parties shall submit a written request to the Tigard City Council regarding the property or building which they are interested in having Council name in honor of an individual or group. In addition, the City Council on its own motion, may consider naming a building or park. This type of memorial requires extensive review and Council approval in the form of a resolution. City staff will deal with guidelines for Council consideration.

The standards that the Parks Division will follow in regard to signage will be kept on record at the Public Works office. Examples of suitable signage will be available for public viewing.

Attachment 1

Street Naming/Renaming Questions and Potential Criteria

There are several issues that should be considered in determining the criteria for naming streets after citizens, some of which are as follows:

- 1) Who should streets be named after?
 - Former Mayors and Council members, living or deceased
 - Current Mayor and Council members
 - Citizens of Tigard, living or deceased
 - Citizens of Oregon, living or deceased
 - National citizens, living or deceased
 - International citizens, living or deceased
 - Historical figures
 - Famous animal heroes (Seabiscuit)
 - Fictional characters
- 2) Who should be allowed to nominate a person for recognition with a street name?
 - Mayor
 - Mayor and Council
 - Citizens of Tigard
 - City of Tigard Staff
 - Anyone
- 3) What criteria should be met by the person being honored?
 - Outstanding citizenship
 - Service to community, state, country
 - Military service
 - No criminal record
 - Must be deceased before honored (similar to USPS stamp honorees)
 - Adults only
 - Adults and children
- 4) What streets should be considered for naming/renaming?
 - Collectors, Arterials, Neighborhood Routes, Local Streets
 - City jurisdiction

- New streets in subdivisions. The naming of streets in subdivisions has been the privilege of the developer, as long as meeting criteria in 18.810.030.M. However, it is possible that staff could work with developers early in the process to see if the developers would be receptive to naming one or more streets in accordance with Council action. Another option is to modify the code to reserve one or more streets in a subdivision to be named by the City.

5) What is the approval process?

- In accordance with the ORS
- More stringent than the ORS
- Extent of public involvement in the name change
- Other agencies or jurisdictions that need to have input (Post Office, emergency services, waste disposal, utilities, County, State)

6) What costs are associated with a name change (existing streets)?

- Notification of citizens within a certain distance of proposed change
- Notification of all Tigard citizens
- Staff time to review and preliminarily approve proposed name (check County to ensure the name is not a duplicate or easily confused with an existing name)
- Replacing street name signs
- Costs to businesses and residents (address change notification, letter head, business materials)

Example:

- As one example of the impact that a name change would have on an existing street, staff looked at the number of addresses impacted by changing the name of Durham Road. Durham Road was selected because it is a City arterial and many of the residential developments do not front that street. There are about 350 addresses that would be impacted.

same bears thereon the approval, by indorsement, of such commission or city engineer. However, the indorsement of the commission or city engineer of the city with boundaries nearest the land such document affects shall satisfy the requirements of this section in case the boundaries of more than one city are within six miles of the property so mapped or described. If the governing bodies of such cities mutually agree upon a boundary line establishing the limits of the jurisdiction of the cities other than the line equidistant between the cities and file the agreement with the recording officer of the county containing such boundary line, the boundary line mutually agreed upon shall become the limit of the jurisdiction of each city until superseded by a new agreement between the cities or until one of the cities files with such recording officer a written notification stating that the agreement shall no longer apply. [Amended by 1955 c.756 §27; 1983 c.570 §5; 1991 c.763 §25]

➔ **227.120 Procedure and approval for renaming streets.** Within six miles of the limits of any city, the commission, if there is one, or if no such commission legally exists, then the city engineer, shall recommend to the city council the renaming of any existing street, highway or road, other than a county road or state highway, if in the judgment of the commission, or if no such commission legally exists, then in the judgment of the city engineer, such renaming is in the best interest of the city and the six mile area. Upon receiving such recommendation the council shall afford persons particularly interested, and the general public, an opportunity to be heard, at a time and place to be specified in a notice of hearing published in a newspaper of general circulation within the municipality and the six mile area not less than once within the week prior to the week within which the hearing is to be held. After such opportunity for hearing has been afforded, the city council by ordinance shall rename the street or highway in accordance with the recommendation or by resolution shall reject the recommendation. A certified copy of each such ordinance shall be filed for record with the county clerk or recorder, and a like copy shall be filed with the county assessor and county surveyor. The county surveyor shall enter the new names of such streets and roads in red ink on the county surveyor's copy of any filed plat and tracing thereof which may be affected, together with appropriate notations concerning the same. The original plat may not be corrected or changed after it is recorded with the county clerk. [Amended by 2001 c.173 §4]

227.130 [Repealed by 1975 c.767 §16]

227.140 [Repealed by 1975 c.767 §16]

227.150 [Repealed by 1975 c.767 §16]

PLANNING AND ZONING HEARINGS AND REVIEW

227.160 Definitions for ORS 227.160 to 227.186. As used in ORS 227.160 to 227.186:

(1) "Hearings officer" means a planning and zoning hearings officer appointed or designated by a city council under ORS 227.165.

(2) "Permit" means discretionary approval of a proposed development of land, under ORS 227.215 or city legislation or regulation. "Permit" does not include:

(a) A limited land use decision as defined in ORS 197.015;

(b) A decision which determines the appropriate zoning classification for a particular use by applying criteria or performance standards defining the uses permitted within the zone, and the determination applies only to land within an urban growth boundary;

(c) A decision which determines final engineering design, construction, operation, maintenance, repair or preservation of a transportation facility which is otherwise authorized by and consistent with the comprehensive plan and land use regulations; or

(d) An action under ORS 197.360 (1). [1973 c.739 §6; 1975 c.767 §5; 1991 c.817 §8a; 1995 c.595 §13]

3. Proposed street or street extensions shall be located to provide direct access to existing or planned transit stops, commercial services, and other neighborhood facilities, such as schools, shopping areas and parks.
 4. All developments should provide an internal network of connecting streets that provide short, direct travel routes and minimize travel distances within the development.
- I. Intersection angles. Streets shall be laid out so as to intersect at an angle as near to a right angle as practicable, except where topography requires a lesser angle, but in no case shall the angle be less than 75° unless there is special intersection design, and:
1. Streets shall have at least 25 feet of tangent adjacent to the right-of-way intersection unless topography requires a lesser distance;
 2. Intersections which are not at right angles shall have a minimum corner radius of 20 feet along the right-of-way lines of the acute angle; and
 3. Right-of-way lines at intersection with arterial streets shall have a corner radius of not less than 20 feet.
- J. Existing rights-of-way. Whenever existing rights-of-way adjacent to or within a tract are of less than standard width, additional rights-of-way shall be provided at the time of subdivision or development.
- K. Partial street improvements. Partial street improvements resulting in a pavement width of less than 20 feet; while generally not acceptable, may be approved where essential to reasonable development when in conformity with the other requirements of these regulations, and when it will be practical to require the improvement of the other half when the adjoining property developed.
- L. Culs-de-sacs. A cul-de-sac shall be no more than 200 feet long shall not provide access to greater than 20 dwelling units, and shall only be used when environmental or topographical constraints, existing development pattern, or strict adherence to other standards in this code preclude street extension and through circulation:
1. All culs-de-sac shall terminate with a turnaround. Use of turnaround configurations other than circular, shall be approved by the City Engineer; and
 2. The length of the cul-de-sac shall be measured from the centerline intersection point of the two streets to the radius point of the bulb..
 3. If a cul-de-sac is more than 300 feet long, a lighted direct pathway to an adjacent street may be required to be provided and dedicated to the City.
- ➡ M. Street names. No street name shall be used which will duplicate or be confused with the names of existing streets in Washington County, except for extensions of existing streets. Street names and numbers shall conform to the established pattern in the surrounding area and as approved by the City Engineer.

CITY OF TIGARD, OREGON
COUNCIL AGENDA ITEM SUMMARY

ISSUE/AGENDA TITLE: Update Council on the status of the Walnut Street Improvement project and present to Council the proposed closure of Walnut Lane at its intersection with Walnut Street

PREPARED BY: Vannie Nguyen DEPT HEAD OK: Agustin P. Duenas CITY MGR OK: Bill Monahan

ISSUE BEFORE THE COUNCIL

Discussion with Council on the status of the Walnut Street Improvement project and presentation of the design options proposed for the intersection of Walnut Lane/135th Avenue/Walnut Street.

STAFF RECOMMENDATION

Provide direction for staff to proceed with the preferred design option as recommended.

INFORMATION SUMMARY

Walnut Street was originally one continuous project from 135th Avenue to 121st Avenue, but was divided into three phases as a result of Measure 50 and the extended period anticipated for the revenue collection to complete the MSTIP projects. Washington County designed and completed the construction of the 121st Avenue/Walnut Street intersection (Phase 1) in August 2001. The City designed and completed the construction of second phase which consists of the Gaarde/Walnut Street intersection and 700 feet of Walnut Street in March 2001.

Walnut Street from 135th Avenue to 350' west of Gaarde Street and from 350' east of Gaarde Street to 122nd Avenue is the last phase of this three-phase project performed by Washington County. The project is intended to provide a fully improved connection between Phase 1 and Phase 2 improvements. Phase 3 is scheduled for construction beginning October 2004.

The intersection of Walnut Lane/135th Avenue/Walnut Street is located at approximately 1,000 feet west of the Walnut/Gaarde Street intersection. The geometric design of the intersection is unusual since two minor roads (Walnut Lane and 135th Avenue) intersect a major road (Walnut Street) on the same side of the street. The existing intersection design needs to be corrected to reduce the severity of potential conflicts between motor vehicles, buses and pedestrians.

Recent increases in traffic volumes due to development in the Bull Mountain area have exacerbated traffic operations problems at the intersection. The average delay for motorists trying to turn from 135th Avenue onto Walnut Street has increased and is expected to increase even more in the future. This delay increases the potential for conflicts and near collisions as traffic from Walnut Lane tries to turn onto 135th Avenue.

The traffic analysis for Walnut Street – Phase 3 improvements shows that a center turn lane is needed to accommodate left turns from westbound Walnut Street to 135th Avenue. In addition, the analysis shows a need for separate lanes for left and right turns from 135th Avenue to Walnut Street. Without these additional lanes, delays will increase for all motorists and collisions are even more likely.

Another significant design factor contributing to safety is the provision of full access control. This design element leads to staff's recommendation that Walnut Lane be made a dead-end street so that 135th Avenue and Walnut Street can form a normal three-leg intersection. Three alternative designs that provide greater impacts on existing development were evaluated by staff prior to selecting a preferred design option that would provide operational efficiency, public safety and minor impacts to existing properties at the intersection.

Staff requests that Council review and discuss the alternative designs proposed for correction of the geometric design at the intersection. Staff also requests that Council provide direction to proceed with the preferred option for the County to finalize the design and prepare a bid packet for construction of the project in late summer.

OTHER ALTERNATIVES CONSIDERED

N/A

VISION TASK FORCE GOAL AND ACTION COMMITTEE STRATEGY

N/A

ATTACHMENT LIST

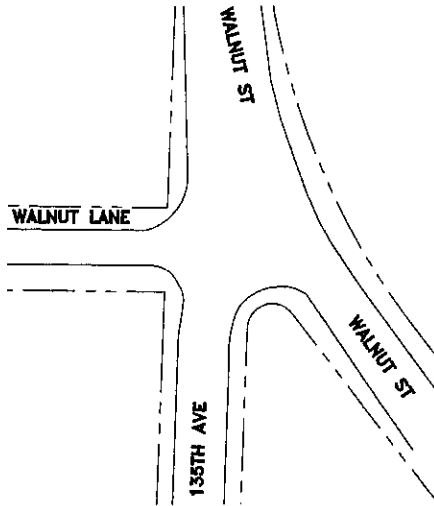
Attachment – Existing Intersection and Proposed Design Options

FISCAL NOTES

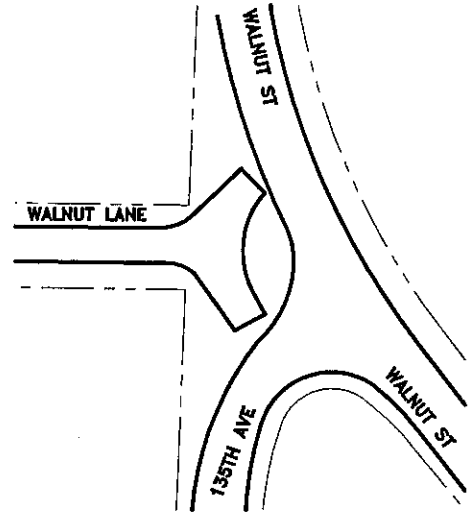
Not applicable.

ATTACHMENT
WALNUT LANE, 135TH AVENUE & WALNUT STREET
INTERSECTION

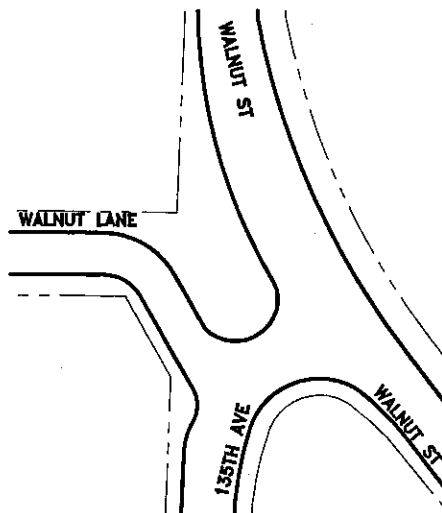
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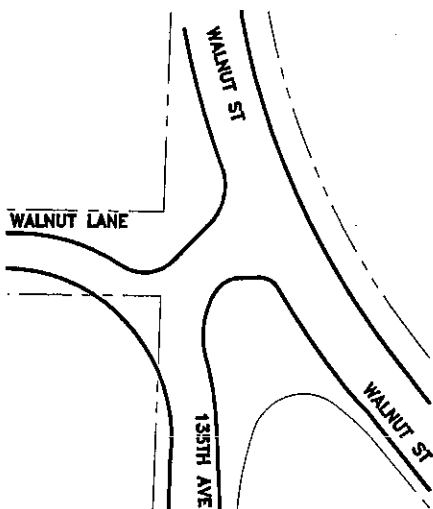
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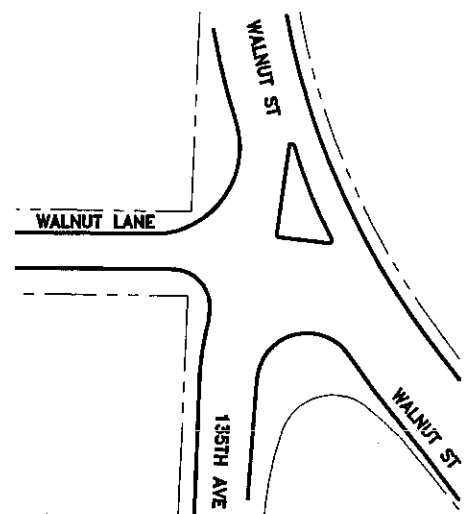
OPTION 1



OPTION 2



OPTION 3



Agenda Item No.: 6
Meeting of: May 11, 2004

Packet Materials for the following item:

Discuss Methodology Approach For Long-Range Planning Fees

will be available in hard copy by Friday, May 14, 2004 and will be delivered to City Council in their Friday mail packet

Contact the City Recorder's Office at 503-639-4171
for more information